



**Purchasing Contract
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 16
AGENDA DATE: Thu 08/25/2005
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SUBJECT: Authorize negotiation and execution of a contract with CIRCADIAN TECHNOLOGIES, INC., Lexington, MA, for the implementation of a Fatigue Management Program for the Emergency Medical Services Department in an amount not to exceed \$162,400.

AMOUNT & SOURCE OF FUNDING: Funding is available in the Fiscal Year 2004-2005 Approved Operating Budget of the Emergency Medical Services Department.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing
DEPARTMENT: for Emergency Medical
Services;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Mick Osborne, Senior Buyer/974-2995

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Only proposal received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

Austin-Travis County EMS (A/TCEMS) provides emergency medical response on a 24-hour, seven day per week basis, and has 29 units responding to over 90,000 incidents per year. Staffing is provided by paramedics and district commanders who work 24-hour around-the-clock shifts. A/TCEMS 911 Communications also operates on a continuous 24-hour basis. Although the around-the-clock operation is a necessity for providing emergency medical service to the community, there are significant downsides and inherent costs due to increased sleep deprivation and fatigue, higher operating risks, and adverse health, safety, and quality of life effects on staff.

This contract with Circadian Technologies, Inc. will provide expert analysis of A/TCEMS operations in the areas of fatigue assessment, scheduling optimization, staffing levels, and data collection and reporting of fatigue performance indicators. Circadian Technologies, Inc. is a full-service organization and subject matter expert in fatigue analysis related to extended hours operations. Circadian provides scientific research, analytic capabilities and comprehensive programs to mitigate fatigue related human error and the inherent health, safety and performance issues associated with around-the-clock operations.

The outcomes to be achieved from Circadian's analysis include the development of shift scheduling that is more compatible with the overall workforce, improved education to all employees on how to manage a continuous shift work lifestyle, updated policies, practices and procedures that take into account shift work operations and implementation of interventions that will improve safety and the work environment for employees.



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An evaluation panel consisting of A/TCEMS management and operations personnel evaluated the proposals based on project concept and solutions proposed, demonstrated applicable experience and total evaluated cost.

MBE/WBE solicited: 36/26

MBE/WBE proposed: 0/0

PROPOSAL ANALYSIS
(RFP# MO05300283)

- a. Of the three other identified providers of these services, two declined to propose due to their current workloads and one has not returned phone calls.
- b. Three hundred and eighty four notices were sent, including 36 MBEs and 26 WBEs. Eight proposals were issued, including two MBEs. One proposal was received with no MBE/WBE responding. Two "No Offer" responses were received.

APPROVAL JUSTIFICATION

- a. Only proposal received.
- b. The Emergency Medical Services Department concurs with the recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.